




STATE OF TENNESSEE
DEPARTMENT OF FINANCE AND ADMINISTRATION
DIVISION OF MENTAL RETARDATION SERVICES
ANDREW JACKSON BUILDING, 15TH FLOOR
500 DEADERICK STREET
NASHVILLE, TN 37243

MEMORANDUM

DATE: August 10, 2007
TO: Kathleen Clinton, John Craven, and C.J. McMorran
FROM: Stephen H. Norris
Deputy Commissioner 
SUBJECT: Time period for development of the ISP after waiver enrollment

Prior to the development of the initial Individual Support Plan (ISP), waiver services are provided in accordance with the physician's initial plan of care included in the approved ICF/MR Pre-Admission Evaluation (PAE).

Effective **September 3, 2007**, the time period for development of the Individual Support Plan (ISP) after enrollment into a Medicaid HCBS waiver for persons with mental retardation shall be lengthened from 30 calendar days to **60 calendar days**.

Please notify the plans review staff and case managers in the Regional Office of this change and forward this memo to ISC agencies and other waiver service providers.

SHN:wlm

cc: Debbie Payne
Fred Hix
Larry Latham, Ph.D.
Joanna Damons, R.N.
Louis Moore, M.D.